

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports Budget Worksheet**

County(ies):	<u>San Diego</u>	Fiscal Year:	<u>2006-07</u>
Program Workplan #:	<u>A-8</u>	Date:	<u>2/28/06</u>
Program Workplan Name:	<u>Enhanced Outpatient Mental Health Services</u>	Page:	<u>1 of 6</u>
Type of Funding:	<u>2. System Development</u>	Months of Operation:	<u>12</u>
Proposed Total Client Capacity of Program/Service:		<u>3,473</u>	
Existing Client Capacity of Program/Service:		<u>3,049</u>	
Client Capacity of Program/Service Expanded through MHSA:		<u>424</u>	
New Program/Service or Expansion:		<u>Expansion</u>	
Prepared by:		<u>Michelle Peterson</u>	
Telephone Number:		<u>(619) 563-2715</u>	

	County Mental Health Department	Other Governmental Agencies	Community Mental Health Contract Providers	Total
<b>A. Expenditures</b>				
<b>1. Client, Family Member and Caregiver Support Expenditures</b>				
a. Clothing, Food and Hygiene			\$21	\$21
b. Travel and Transportation			\$1,459	\$1,459
c. Housing				
i. Master Leases				\$0
ii. Subsidies				\$0
iii. Vouchers				\$0
iv. Other Housing				\$0
d. Employment and Education Supports			\$8,559	\$8,559
e. Other Support Expenditures (provide description in budget narrative)				\$0
f. Total Support Expenditures	\$0	\$0	\$10,039	\$10,039
<b>2. Personnel Expenditures</b>				
a. Current Existing Personnel Expenditures (from Staffing Detail)			\$2,146,489	\$2,146,489
b. New Additional Personnel Expenditures (from Staffing Detail)				\$0
c. Employee Benefits			\$538,678	\$538,678
d. Total Personnel Expenditures	\$0	\$0	\$2,685,166	\$2,685,166
<b>3. Operating Expenditures</b>				
a. Professional Services			\$855,461	\$855,461
b. Translation and Interpreter Services				\$0
c. Travel and Transportation			\$5,182	\$5,182
d. General Office Expenditures			\$38,702	\$38,702
e. Rent, Utilities and Equipment			\$529,215	
f. Medication and Medical Supports			\$495,023	\$495,023
g. Other Operating Expenses (provide description in budget narrative)			\$232,760	\$232,760
h. Total Operating Expenditures	\$0	\$0	\$2,156,342	\$2,156,342
<b>4. Program Management</b>				
a. Existing Program Management			\$666,640	\$666,640
b. New Program Management				\$0
c. Total Program Management		\$0	\$666,640	\$666,640
<b>5. Estimated Total Expenditures when service provider is not known</b>	\$1,272,000			\$1,272,000
<b>6. Total Proposed Program Budget</b>	\$1,272,000	\$0	\$5,518,187	\$6,790,187
<b>B. Revenues</b>				
<b>1. Existing Revenues</b>				
a. Medi-Cal (FFP only)			\$2,347,805	\$2,347,805
b. Medicare/Patient Fees/Patient Insurance				\$0
c. Realignment				\$0
d. State General Funds				\$0
e. County Funds				\$0
f. Grants				
g. Other Revenue			\$50,533	\$50,533
h. Total Existing Revenues	\$0	\$0	\$2,398,338	\$2,398,338
<b>2. New Revenues</b>				
a. Medi-Cal (FFP only)	\$272,000			\$272,000
b. Medicare/Patient Fees/Patient Insurance				\$0
c. State General Funds				\$0
d. Other Revenue				\$0
e. Total New Revenue	\$272,000	\$0	\$0	\$272,000
<b>3. Total Revenues</b>	\$272,000	\$0	\$2,398,338	\$2,670,338
<b>C. One-Time CSS Funding Expenditures</b>	\$137,885			\$137,885
<b>D. Total Funding Requirements</b>	\$1,137,885	\$0	\$3,119,849	\$4,257,734
<b>E. Percent of Total Funding Requirements for Full Service Partnerships</b>				0.0%

**EXHIBIT 5b--Mental Health Services Act Community Services and Supports Staffing Detail Worksheet**

County(ies): <u>San Diego</u>	Fiscal Year: <u>FY 06-07</u>
Program Workplan # <u>A-8</u>	Date: <u>2/28/06</u>
Program Workplan Name <u>Enhanced Outpatient Mental Health Services</u>	Page: <u>2 of 6</u>
Type of Funding <u>2. System Development</u>	Months of Operation <u>12</u>
Proposed Total Client Capacity of Program/Service: <u>3,473</u>	New Program/Service or Expansion <u>Expansion</u>
Existing Client Capacity of Program/Service: <u>3,049</u>	Prepared by: <u>Michelle Peterson</u>
Client Capacity of Program/Service Expanded through MHSA: <u>424</u>	Telephone Number: <u>(619) 563-2715</u>

Classification	Function	Client, FM & CG FTEs <sup>a/</sup>	Total Number of FTEs	Salary, Wages and Overtime per FTE <sup>b/</sup>	Total Salaries, Wages and Overtime
<b>A. Current Existing Positions</b>					
Program Director / Manager	Management / Administration		7.73	\$56,435	\$436,478
Assistant Director	Coordinate and Provide Services		4.14	\$43,489	\$179,867
Outpatient Counselor	Provide Mental Health Services		7.06	\$35,415	\$250,178
Nurse	Provide Medication Support and Monitoring		6.64	\$44,845	\$297,749
Case Manager-Bilingual	Provides Case Management		6.76	\$27,166	\$183,593
Outpatient Counselor-Bilingual	Provide Mental Health Services		2.18	\$34,000	\$74,248
Psychologist	Provides Supervision and MH Assessment		0.46	\$70,580	\$32,694
PSR Specialist	Provides Psycho Social Rehab support		4.84	\$36,100	\$174,689
Clerical Staff	Clerical Support		14.59	\$26,406	\$385,264
Rehab Specialist	Provides Rehabilitation Services		0.83	\$40,622	\$33,602
Vocational Specialist	Provides Employment Support and Education		2.18	\$29,405	\$63,970
Transitional Employment Positions	Employment training	1.76	1.76	\$14,316	\$25,223
Stipend PhD Interns	Provides Mental Health Support Services			\$8,934	\$8,934
<b>Total Current Existing Positions</b>		1.76	59.17		\$2,146,489
<b>B. New Additional Positions</b>					
Program Director, Licensed	Manages Program and Staff		1.00		\$0
Mental Health Clinician, Licensed	Provides Mental Health Services		1.00		\$0
Mental Health Clinician, Masters	Provides Mental Health Services		2.00		\$0
Unlicensed Consumer / Member	Support Services as Education Partners	1.00	1.00		\$0
Registered Nurse	Provides Medication Support and Monitoring		0.50		\$0
Psychiatrist	Provides Medication Support		0.30		\$0
Clerical & Other Support Staff	Provides Clerical Support		1.00		\$0
Bilingual Mental Health Clinician, MA	Provides Mental Health Services		3.00		\$0
Bilingual Unlic Consumer/Family Member	Support Services as Education Partners	1.00	1.00		\$0
Bilingual MH Clinician, Licensed	Provides Mental Health Services		1.00		\$0
Bilingual Clerical & Other Support Staff	Provides Clerical Support		1.00		\$0
					\$0
					\$0
These staff positions are a likely profile for this workplan. However, the contractors shall propose the specific staffing for this program to best meet th					\$0
Please note the number of peer and employment specialists are required and will not be less than 2 FTE's total.					\$0
<b>Total New Additional Positions</b>		2.00	12.80		\$0
<b>C. Total Program Positions</b>		3.76	71.97		\$2,146,489

a/ Enter the number of FTE positions that will be staffed with clients, family members or caregivers.

b/ Include any bi-lingual pay supplements (if applicable). Round each amount to the nearest whole dollar.

**Mental Health Services Act CSS Budget Narrative**

County(ies): San Diego      Fiscal Year: 2006-07      Page: 3 of 6  
 Program Workplan #: A-8      Date: 02/28/06  
 Program Workplan Name: Enhanced Outpatient Mental Health Services  
 Type of Funding: 2. System Development      New Program/Service or Expansion: Expansion

<u>Line #</u>	<u>Amount</u>	<u>Description / Justification</u>
A.3.g	\$ 232,760	Other Operating Expenses includes professional liability insurance (\$37,828), other insurance (\$67,302), staff development and training (\$103,735), tax & license fees (\$2,336), dues and subscriptions (\$3,676) and interest expense (\$17,883).
A.5	\$1,272,000	Other Operating Expenses includes professional liability insurance (\$37,828), other insurance (\$67,302), staff development and training (\$103,735), tax & license fees (\$2,336), dues and subscriptions (\$3,676) and interest expense (\$17,883). In addition, the program will be expanding 11 existing outpatient clinics via contract amendments and the 11 providers are currently in the process of preparing their budgets. Therefore, the estimated total expenditures (when service providers' budgets have not yet been received) were derived by calculating the average cost per client for similar services among all existing providers from FY 2005-06 budgets times the number of clients expected to be served in the fiscal year. Staffing for this program is based upon optimum staff to client ratios with approximately 60-70% of the total costs allocated for staff salaries and benefits. This budget is for 12 months from July 1, 2006 - June 30, 2007.
A.6	\$ 6,790,187	Total Proposed Program Budget is the sum of the Estimated Total Expenditures (\$1,272,000) which will be an estimated contract augmentation to the existing (11) Community Mental Health Contract Provider Program Budgets of (\$5,518,187) for a total of \$6,790,187
B.1.a	\$ 2,347,805	Existing Medi-Cal (FFP Only) Revenue.
B.1.g	\$ 50,533	Existing Other Revenue includes (patient fees, Medicare, and in kind contributions.
B.2.a	\$272,000	If applicable, new revenues were estimated for Medi-Cal (FFP only) given the estimated number of clients and services expected to be Medi-Cal eligible. Programs without Medi-Cal revenue are targeting the unserved non-Medi-Cal eligible population and/or are providing non-billable Medi-Cal services
B.3	2,670,338	Total Revenues is the sum of Existing Revenues and New Revenues
C	\$137,885	One-Time CSS Funding Expenditures are the sum of the following  One-time CSS funding for start-up and implementation expenditures for this program are equivalent to 6 weeks of service operations. Our County has used this method before with new programs and based on our past experience the equivalent of 6 weeks of funding seems to be a sufficient amount for Contractors to purchase most of the equipment and supplies needed for a new program. The majority of start-up funds are budgeted to purchase equipment such as computer hardware, software, cell phones, copier, fax, furniture and other office equipment and transportation for clients (if needed). Additionally, these funds may be used to secure or expand office space. Implementation funds are also needed for program staff to recruit, hire, and train personnel and will be used to develop initial program outreach strategies to get this program up and running. These start-up costs will be expended in the first quarter of FY 06-07 between July 1, 2006 - September 30, 2006.  One-time CSS funding for training to include estimated Copeland's Wellness Recovery Action Plan (WRAP) training (\$5,000), Deegan's Intentional Care Guidelines program (\$7,500) and Outpatient skills training \$10,000 -- this is an estimate and the actual amount will be determined in winning RFP proposal. The WRAP estimate of \$1,250 is to purchase materials and hire a WRAP-certified consultant to assist with training for 4 providers. The Deegan's Intentional Care estimate of \$1,500 is to purchase proprietary training materials or, if this has already been purchased by the winning contractor, to provide some training expenses for a total of 5 contractors. These start up costs will be expended in the first half of FY 06-07, July 1, 2006-December 31, 2006.
D	\$4,257,734	Total Funding Requirements equals the total proposed program budget less total revenues (B.3) plus one-time CSS funding expenditures(C).

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports Budget Worksheet**

County(ies):	<u>San Diego</u>	Fiscal Year:	<u>2007-08</u>
Program Workplan #:	<u>A-8</u>	Date:	<u>2/28/06</u>
Program Workplan Name:	<u>Enhanced Outpatient Mental Health Services</u>	Page:	<u>4 of 6</u>
Type of Funding:	<u>2. System Development</u>	Months of Operation:	<u>12</u>
Proposed Total Client Capacity of Program/Service:		New Program/Service or Expansion:	
<u>3,473</u>		<u>Expansion</u>	
Existing Client Capacity of Program/Service:		Prepared by:	
<u>3,049</u>		<u>Michelle Peterson</u>	
Client Capacity of Program/Service Expanded through MHSA:		Telephone Number:	
<u>424</u>		<u>(619) 563-2715</u>	

	County Mental Health Department	Other Governmental Agencies	Community Mental Health Contract Providers	Total
<b>A. Expenditures</b>				
<b>1. Client, Family Member and Caregiver Support Expenditures</b>				
a. Clothing, Food and Hygiene			\$37	\$37
b. Travel and Transportation			\$286	\$286
c. Housing				
i. Master Leases				\$0
ii. Subsidies				\$0
iii. Vouchers				\$0
iv. Other Housing				\$0
d. Employment and Education Supports			\$1,602	\$1,602
e. Other Support Expenditures (provide description in budget narrative)				\$0
f. Total Support Expenditures	\$0	\$0	\$1,925	\$1,925
<b>2. Personnel Expenditures</b>				
a. Current Existing Personnel Expenditures (from Staffing Detail)			\$2,146,489	\$2,146,489
b. New Additional Personnel Expenditures (from Staffing Detail)				\$0
c. Employee Benefits			\$87,120	\$87,120
d. Total Personnel Expenditures	\$0	\$0	\$2,233,608	\$2,233,608
<b>3. Operating Expenditures</b>				
a. Professional Services			\$855,461	\$855,461
b. Translation and Interpreter Services			\$0	\$0
c. Travel and Transportation			\$5,182	\$5,182
d. General Office Expenditures			\$38,702	\$38,702
e. Rent, Utilities and Equipment			\$529,215	
f. Medication and Medical Supports			\$495,023	\$495,023
g. Other Operating Expenses (provide description in budget narrative)			\$232,760	\$232,760
h. Total Operating Expenditures	\$0	\$0	\$2,156,342	\$2,156,342
<b>4. Program Management</b>				
a. Existing Program Management			\$666,640	\$666,640
b. New Program Management				\$0
c. Total Program Management		\$0	\$666,640	\$666,640
<b>5. Estimated Total Expenditures when service provider is not known</b>	\$1,272,000			\$1,272,000
<b>6. Total Proposed Program Budget</b>	\$1,272,000	\$0	\$5,058,515	\$6,330,515
<b>B. Revenues</b>				
<b>1. Existing Revenues</b>				
a. Medi-Cal (FFP only)			\$2,347,805	\$2,347,805
b. Medicare/Patient Fees/Patient Insurance				\$0
c. Realignment				\$0
d. State General Funds				\$0
e. County Funds				\$0
f. Grants				
g. Other Revenue			\$50,533	\$50,533
h. Total Existing Revenues	\$0	\$0	\$2,398,338	\$2,398,338
<b>2. New Revenues</b>				
a. Medi-Cal (FFP only)	\$272,000			\$272,000
b. Medicare/Patient Fees/Patient Insurance				\$0
c. State General Funds				\$0
d. Other Revenue				\$0
e. Total New Revenue	\$272,000	\$0	\$0	\$272,000
<b>3. Total Revenues</b>	\$272,000	\$0	\$2,398,338	\$2,670,338
<b>C. One-Time CSS Funding Expenditures</b>				\$0
<b>D. Total Funding Requirements</b>	\$1,000,000	\$0	\$2,660,178	\$3,660,178
<b>E. Percent of Total Funding Requirements for Full Service Partnerships</b>				0.0%



**Mental Health Services Act CSS Budget Narrative**

County(ies): San Diego

Fiscal Year: 2007-08

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Program Workplan #: A-8

Date: 02/28/06

Program Workplan Name: Enhanced Outpatient Mental Health Services

Type of Funding: 2. System Development New Program/Service or Expansion: Expansion

<u>Line #</u>	<u>Amount</u>	<u>Description / Justification</u>
A.3.g	\$ 232,760	Other Operating Expenses includes professional liability insurance (\$37,828), other insurance (\$67,302), staff development and training (\$103,735), tax & license fees (\$2,336), dues and subscriptions (\$3,676) and interest expense (\$17,883).
A.5	\$1,272,000	Please note this program will be expanding 11 existing outpatient clinics via contract amendments and the 11 providers are currently in the process of preparing their budgets. Therefore, the estimated total expenditures (when service providers' budgets have not yet been received) were derived by by calculating the average cost per client for similar services among all existing providers from FY 2005-06 budgets times the number of clients expected to be served in the fiscal year. Staffing for this program is based upon optimum staff to client ratios with approximately 60-70% of the total costs allocated for staff salaries and benefits. This budget is for 12 months from July 1, 2007 - June 30, 2008.
A.6	\$ 6,330,515	Total Proposed Program Budget is the sum of the Estimated Total Expenditures (\$1,272,000) which will be an estimated contract augmentation to the existing (11) Community Mental Health Contract Provider Program Budgets of (\$5,518,187) for a total of \$6,790,187
B.1.a	\$ 2,347,805	Existing Other Revenue includes (patient fees, Medicare, and in kind contributions.
B.1.g	\$ 50,533	Existing Other Revenue (patient fees).
B.2.a	\$272,000	If applicable, new revenues were estimated for Medi-Cal (FFP only) given the estimated number of clients and services expected to be Medi-Cal eligible. Programs without Medi-Cal revenue are targeting the unserved non-Medi-Cal eligible population and/or are providing non-billable Medi-Cal services.
B.3	2,670,338	Total Revenues is the sum of Existing Revenues and New Revenues.
D	\$3,660,178	Total Funding Requirements equals the total proposed program budget less total revenues (B.3) plus one-time CSS funding expenditures(C).